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The need for economy-wide measures designed to retrain workers of all ages resulted in development of this annotated bibliography which is primarily restricted to articles discussing the retraining of older workers. The 123 documents annotated represent the years 1943 through 1964 and are organized under headings of general references and government. (DM)

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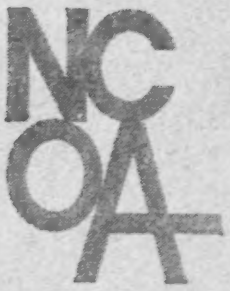

Training and Retraining Older Workers

An Annotated Bibliography

The National Council on the Aging

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TRAINING *and* RETRAINING OLDER WORKERS

An Annotated Bibliography

by

JUANITA M. KREPS AND RALPH LAWS

of Duke University

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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Foreword

This Bibliography is published by The National Council on the Aging as a service to those interested in the employment and retirement of aging persons in an industrial society.

The Bibliography on *Training and Retraining Older Workers* is the fourth in a series of surveys of the literature of employment and retirement. The first, *Automation and the Older Worker,* was published in 1963. The second, *Criteria for Retirement,* was published in January 1964. The third, *Income, Resources and Needs of Older People,* was published in May 1964. The fifth, *Preparation for Retirement,* will appear shortly.

We wish to thank Dr. Juanita M. Kreps and Mr. Ralph Laws for their fine work in the research and annotation for this Bibliography. We also wish to thank Mr. David J. Shakow for providing certain additions made necessary by delay in publishing, and to thank Miss Mary Elizabeth Birmingham for editorial assistance.

The National Council on the Aging plans to have these surveys cross-indexed at a later date.

GARSON MEYER, *President*
The National Council on the Aging

EDWIN F. SHELLEY, *Chairman*
Committee on Employment and Retirement

New York, N. Y.
November 1, 1964

Introduction

Recent technological change, making obsolete many of labor's present skills, has focused public attention on the need for economy-wide measures designed to retrain workers of all ages. The problems inherent in retraining and placing older workers in new jobs are especially acute, however, in part because of a reluctance of older workers to move from one community to another. Harold W. Williams, deputy administrator of the Area Redevelopment Administration of the Department of Commerce, has cited the major obstacles to older worker mobility:

> "Older workers are reluctant to move to other communities in search of employment for fear of what may happen in the new community. Residence laws which often require a year or more in the community, county, or State before benefits can be received tend to inhibit mobility. When a company or industry leaves a community, there is often a consequent depression of general real estate values and the older worker is reluctant to sell his property at a loss."

Although research on older worker mobility has been very limited, there is a mounting volume of surveys and research reports on the subject of retraining workers, and a number of these studies deal specifically with the worker aged 45 or over. For the most part, this annotated bibliography is restricted to articles which discuss the retraining of older workers, and includes only a few references to training programs for all workers, such as those initiated under the Area Redevelopment Act and the Manpower Development and Training Act.

The growth of the latter programs should provide a great deal of additional information on the training and retraining of workers. The present bibliography will therefore need to be kept up-to-date by the inclusion of reports made available by the Area Redevelopment Administration of the Department of Commerce and the Office of Manpower, Automation and Training of the Department of Labor. In particular, a contract between the Office of Manpower, Automation and Training and The National Council on the Aging now provides for projects to demonstrate the extent to which workers over fifty years of age, when

given intensive training and the necessary social services, can be satisfactorily placed in new jobs. These projects are being carried out in seven communities, widely dispersed geographically, and representing different types of labor markets, worker characteristics, and types of training facilities. These demonstrations should provide important information on the circumstances and techniques necessary to a successful retraining program for older workers, and the reports growing out of the projects may prove to be valuable additions to the present bibliography.

Compiled at the request of the Employment and Retirement Committee of The National Council on the Aging, the summaries included here comprise the fourth in a series of annotated bibliographies, this one being prepared primarily for the use of the Subcommittee on Training and Retraining Older Workers.

J.M.K.

R.L.

Durham, N. C.

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NOTES ON THE AUTHORS

DR. JUANITA M. KREPS, Associate Professor of Economics at Duke University, coordinated the research done by that department under a Ford Foundation grant for studies in the socio-economics of aging. She is co-author of *Principles of Economics* (Holt, Rinehart and Winston, New York, 1962) and editor of *Employment, Income and Retirement Problems of the Aged* (Duke University Press, 1963).

RALPH LAWS, formerly of Duke University, is now Associate Professor of Economics at the University of California, Los Angeles.

General References

ALBRECHT, RUTH E. ed. *Aging in a Changing Society.* Gainesville, Florida: University of Florida Press, 1962. 187 pp.

A collection of papers was prepared for the Eleventh Annual Southern Conference on Gerontology in 1962. The papers fall into four sections: current concepts of aging, special problems related to aging, population changes in the past decade, and rehabilitation factors for the aging.

ANDERSON, JOHN E. ed. *Psychological Aspects of Aging.* Washington, D.C.: American Psychological Association, Inc., 1956. 323 pp.

This volume reports the proceedings of a conference conducted by the American Psychological Association on planning research on the psychological aspects of aging. The papers are grouped according to the following topics: (1) personal and social adjustment; (2) the assessment of aging; (3) perceptive and intellective abilities; (4) learning, motivation, and education; (5) functional efficiency, skills, and employment.

ANDERSON, JOHN E. "Teaching and Learning," *Education and Later Maturity,* Ch. 4, pp. 60-94, ed. Wilma Donahue. New York: Whiteside, Inc., and William Morrow & Co., Inc., 1955. 338 pp.

In his discussion of some of the principles of teaching older adults, the author stresses the following points: (1) a group of older persons is likely to be less homogeneous in background than is a group of younger persons; (2) the basic principles of instruction and of counseling for older persons are similar to those for younger persons; (3) in teaching older persons there should be less emphasis on formally scheduled and prolonged time periods in the various types of education offered.

ARCHAMBAULT, DEWEY G. "Developing Community Awareness of the Older Job Seeker," *Employment Security Review,* Vol. 24, No. 4-5 (April-May, 1957), pp. 9-13.

A retraining program in Worcester, Massachusetts and an information forum in Boston are designed to aid older women job seekers. The best methods of encouraging employers to hire older workers were found to be meetings with employer groups, direct mail, job development by the employment office, and newspaper feature stories. The most effective community education measures were public forums, working with interested community groups, straight news stories, and radio.

BARKIN, SOLOMON. *As A Trade Unionist Sees A Changing Work Force,* Reprinted by Textile Workers Union of America, Research Publication P-221D, New York. 6 pp.

The author discusses the expected rapid change in the nature and location of jobs and the consequent need for an effective retraining and area redevelopment program.

BARKIN, SOLOMON. *Fitting Jobs to the Unemployed Older Persons,* Address before the National Council on the Aging. Reprinted by the Textile Workers Union of America, Research Publication A-92-B, New York, 1961. 9 pp.

In examining the problem of the older worker in a changing industrial economy, the author recommends: (1) government steps to promote maximum employment; (2) rehabilitation and relocation of the unemployed; (3) redesign of old and development of new jobs.

BEARD, FANNIE B. *A Vocational Training and Placement Program for Older Workers,* U.S. Department of Health, Education, and Welfare; Special Staff on Aging, Case Study No. 2. Washington, D.C.: Government Printing Office, 1961. 10 pp.

The Arkansas vocational training program for workers over 45, its development, the mechanics of training, and the fields of training offered are discussed.

BELBIN, EUNICE. "Methods of Training Older Workers," *Ergonomics,* Vol. 1, No. 3 (May, 1958), pp. 207-221.

Three experiments (two using laboratory-type card-sorting tasks, the other involving training in the mending of worsted cloth) show that persons in middle age learn more rapidly and thoroughly through actual performance of the task than by memorization of instructions.

BELBIN, EUNICE. "Retraining the Middle Aged," *New Society,* Vol. 3, No. 77 (March, 1964), pp. 6-8.

This article summarizes certain British observations on the subject of retraining workers over 40. Beneficial procedures, particularly adapted to older workers, include longer training sessions and varying methods of intake (within one program). Specific programs, such as the program of the London Postal School, are discussed.

BELBIN, EUNICE and SYLVIA SHIMMEN. "Training the Middle Aged for Inspection Work," *Occupational Psychology,* Vol. 38, No. 1 (January, 1964), pp. 49-57.

In an experiment in training, based on simple inspection work, the subjects were divided into three groups—under 35, over 35, and over 50. The oldest group were taught in a manner which removed the possibility of their learning (and then having to unlearn) incorrect methods while at the same time they avoided passivity in their responses. As a result, these older workers developed the fastest final mean rate of items sorted. Consequently, the authors conclude that this method supports the view that the design of training methods in industry is a crucial factor for the successful employment of middle-aged and older workers in new jobs.

BIRREN, JAMES E. "Age Changes in Skill and Learning," *Earning Opportunities for Older Workers,* Ch. 8, pp. 67-74, ed. Wilma Donahue. Ann Arbor, Michigan: University of Michigan Press, 1955. 277 pp.

The author describes the nature of skill and some aspects of learning new skills, including: (1) motivation; (2) acquisition versus amendment; (3) changing work methods; (4) rigidity of behavior; (5) employment counseling; (6) need for continuity between the new skill and past experience.

BIRREN, JAMES E. ed. *Handbook of Aging and the Individual.* Chicago, Illinois: University of Chicago Press, 1959. 939 pp.

Here is a collection of essays which summarize the scientific and professional literature on the behavioral aspects of the aging individual. Major subject areas are: (1) foundations of research on aging; (2) biological bases of aging; (3) aging in environmental settings; (4) psychological characteristics of aging.

BIRREN, JAMES E. "Psychological Characteristics of Aging," *Handbook of Aging and the Individual.* Part 4. Chicago, Illinois: University of Chicago Press, 1959. 939 pp.

This series of chapters on learning includes: sensory functions, perceptual processes, psychomotor performance, theories of learning and aging, experimental studies on age and learning, and intelligence and problem-solving.

BIRREN, JAMES E. and ALAN T. WELFORD (section organizers). "Psychology of Aging: Experimental Studies," *Social and Psychological Aspects of Aging,* pp. 723-896, eds. Clark Tibbitts and Wilma Donahue. Proceedings of the 5th Cong. of the International Association of Gerontology. New York: Columbia University Press, 1962. 952 pp.

Some experimental studies in the psychology of aging are reported. The areas that are discussed include analysis of response time, memory, learning and problem solving, factors in intellectual change, and assessment of impairment.

BOTWINICK, JACK and NATHAN W. SHOCK. "Age Differences in Performance Decrement With Continuous Work," *Journal of Gerontology,* Vol. 7 (January, 1952), pp. 41-46.

In an investigation of the relationship of age to speed of response, 6 simple tasks were performed by 50 subjects aged 20 to 29, and 50 subjects aged 60 to 69. Results show that performance decline with continued repetition of tasks was greater in the younger population than in the older one, although initial and final levels of performance were higher in the younger population. This is listed also in NCOA's bibliography on *Automation and the Older Worker.*

BRICK, EDWARD WARNER. *Education of the Adult Migrant,* U.S. Department of Health, Education, and Welfare, Office of Education, Bulletin 1961, No. 6. Washington, D.C.: Government Printing Office, 1961. 96 pp.

The educational problems of the industrial migrant and the educational implications of worker mobility are discussed. The latter part of the report is concerned with approaches to these problems and with recent trends in the development of educational programs and research.

BURGESS, ERNEST W. ed. *Aging in Western Societies.* Chicago, Illinois: University of Chicago Press, 1960. 492 pp.

The aspects of the nature of aging, some of the problems of older people, and the social action taken on their behalf are all examined. The aged's problems are discussed within the context of the economic trends of the 19th and 20th centuries, the resulting changes in the socio-economic structure of society, and the cultural differences which have developed among different countries. The first section consists of 11 essays in the field of social gerontology, and the second section includes 14 case studies of pioneering welfare projects. Section Three contains statistical tables on the economic and social trends affecting older people and on the characteristics of the aging population.

CANESTRARI, ROBERT E., JR. "Paced and Self-Paced Learning in Young and Elderly Adults," *Journal of Gerontology,* Vol. 18, No. 2 (April, 1963), pp. 165-168.

The learning rates of 30 elderly and 30 young males of comparable intellectual ability were observed under both paced and self-paced conditions by using paired-associate lists which were equated for difficulty. The results indicated that the self-pacing method as opposed to the paced method is significantly more conducive to a rapid learning rate in the elderly but not in the younger males. These results further suggested that some of the observed performance deficiency of the older subjects is due more to the paced character of the task rather than a true learning disability.

CHOWN, SHEILA M. "Age and the Rigidities," *Journal of Gerontology,* Vol. 16, No. 4 (October, 1961), pp. 353-362.

The author reports on a laboratory investigation of variations in rigidity with age. Eighteen tests were given to 200 men whose age range was from 20 to 82. It was not possible to separate the influence of age from that of intelligence; together, these two factors accounted for 30 per cent of the total variance.

CLAY, HILARY M. *The Older Worker and His Job,* Department of Scientific and Industrial Research. London: Her Majesty's Stationery Office, 1960. 20 pp.

The physical and mental changes that occur after age 20 are analyzed, and the effects of these changes on the employment of older people are presented. Jobs requiring knowledge, accuracy, and stability, or medically permissible, physical work are particularly suitable for older workers. Older workers are at a disadvantage, however, in positions requiring speed or where information must be stored or processed in some way before action can be taken. Retraining programs must be slowly paced and not forced. This is listed also in NCOA's bibliography on *Automation and the Older Worker.*

COLEMAN, MARGUERITE H. "Counseling and Placement of Older Women—A Demonstration Project," *Earning Opportunities for Older Workers,* Chapter 16, ed. Wilma Donahue. Ann Arbor, Michigan: University of Michigan Press, 1955. 277 pp.

One hundred older women who once had a knowledge of stenography and typing were retrained over the course of a year; 80 were successfully placed. Features of the program were: (1) there was assurance at the beginning that jobs were available for this type of worker; (2) retraining was on an individual basis; (3) retraining was accompanied by assistance, advice, and counseling as required by the individual trainee.

CORSI, EDWARD. "How the Employment Service Can Help the 40-Plus Obtain Jobs," *Making the Years Count*, New York State Legislative Committee on Problems of the Aging, Legislative Document No. 32 (1955), pp. 84-86.

In a discussion of the costs of providing a special counseling and placement program for older workers, the author points out that it requires an average of 10 hours for successful placement of the older worker who has special problems. The average placement time for all workers is only 1 hour.

CRUIKSHANK, NELSON H. "Retraining the Unemployed," *The American Federationist*, Vol. 69, No. 3 (March, 1962), pp. 4-5.

The author discusses the role of the local public employment offices under the Area Redevelopment Act. He calls for their reorganization on a national labor market basis as a necessary measure for the success of the retraining projects.

DAVIS, RENNARD. "Retraining the Unemployed, III—Skill Improvement Training for Electricians and Plumbers," *Monthly Labor Review*, Vol. 84, No. 10 (October, 1961), pp. 1074-1080.

The author examines two craft union training programs which are designed to keep skilled union members abreast of technological progress. The programs, continuations of the apprenticeship system, are of two types at the local level—short-term programs in a specific skill, and general courses applicable to many jobs. Employers have provided financial assistance for the programs.

DERBER, MILTON ed. *The Aged and Society*. Champaign, Illinois: Industrial Relations Research Section, University of Illinois, 1950. 237 pp.

The papers from the first research Symposium of the Industrial Relations Research Section include, in the first section, 3 papers treating the changing age profile of the population, the aged in industrial society, and the aged in rural society. The 6 papers of the second part discuss older workers and social patterns; the labor market, the role of industry, union policies, self-provision, retirement age, and social provisions for the aged. The last section contains 6 papers on varied topics of research interest; "Personal and Social Adjustment in Old Age," "The Politics of Age," "The Contribution of Psychology," "The Employability of Older People," "The Mental Health of Older Workers," and "Medical-Social Aspects of the Aging Process."

DONAHUE, WILMA T. ed. *Education for Later Maturity*. New York: Whiteside, Inc. and William Morrow & Co., Inc., 1955. 338 pp.

The collection of essays contains a study on the nature of aging, its place in the contemporary scene, and the philosophy and principles of adult education. Descriptions of a number of different educational programs are followed by chapters on the administration of such programs and the training of professional personnel for this type of work.

DONAHUE, WILMA and CLARK TIBBITTS eds. *Growing in the Older Years*. Ann Arbor, Michigan: University of Michigan Press, 1951. 204 pp.

This is a collection of 14 of the papers presented at the University of Michigan's Institute of Aging in 1950. The papers are concerned primarily with medical health, mental hygiene, and education for the aging population.

DONAHUE, WILMA and CLARK TIBBITTS eds. *The New Frontiers of Aging.* Ann Arbor, Michigan: The University of Michigan Press, 1957. 209 pp.

This presentation of research papers concerns the emerging concepts and principles in the field of aging. The major areas that are discussed are population trends, health improvements, psychological functioning, employment and leisure, retirement income, and family relationships.

DRAKE, JOSEPH T. *The Aged in American Society.* New York: The Ronald Press Company, 1958. 431 pp.

A survey of the aged and their problems is presented in 5 sections: (1) an analysis of the environment of the aged and their adjustment to this environment; (2) sources of income for the aged; (3) the labor force status of the aged; (4) characteristics of the aging; (5) some welfare measures designed to aid older people.

DROEGE, ROBERT C., ALBERT C. CRAMER and JAMES B. HENKIN. "Relationship Between G. A. T. B. Aptitude Scores and Age for Adults," *The Personnel and Guidance Journal,* Vol. 41, No. 6 (February, 1963), pp. 502-507.

In a New York sample of tests and a four-state sample of tests, the authors observed that, with the exception of verbal aptitude, most all aptitudes that were tested declined significantly with increase in age. However, for some aptitudes the decline was not great. Moreover, the age at which the decline occurred was observed to vary among the different aptitudes. Since not all individuals conform to the averages, it was concluded that no decision about individual aptitude can be reached without testing.

FEDERAL COUNCIL ON AGING. *Federal Publications on Aging.* Washington, D.C.: Government Printing Office, 1958. 31 pp.

This annotated bibliography of over 130 federal publications on aging is classified under the following headings: economic status and retirement systems, education, employment and the older worker, health and health costs, housing and living arrangements, and social welfare.

FRANK, LAWRENCE K. "Education for Aging," *Education for Later Maturity,* Ch. 1, pp. 1-18, ed. Wilma Donahue. New York: Whiteside, Inc. and William Morrow & Co., Inc., 1955. 338 pp.

The author pleads that education for later maturity be viewed as an occasion for continued self-discovery and learning and desires that new interests and activities and genuinely creative behavior be acquired.

GARCIA, RALPH. "Laredo ARA Training Programs," *Employment Security Review,* Vol. 30, No. 1 (January, 1963), p. 38.

A 15-week training course in the operation and maintenance of farm machinery given in Laredo, Texas, under the Area Redevelopment Act is described.

GERNANT, LEONARD. "Education and the Aging," *You're Older Than You Think,* Ch. 4. Kalamazoo, Michigan: Western Michigan University, 1960. 189 pp.

The learning capacity of adults is emphasized and, correspondingly, the need for viewing education as a lifelong process.

GROOM, PHYLLIS P. "Retraining the Unemployed, I—European Government Programs," *Monthly Labor Review,* Vol. 84, No. 8 (August, 1961), pp. 823-828.

The author discusses the functions of government training agencies, the training programs, and the training allowances in France and Sweden. In general, training is of a broad nature designed to provide occupational mobility.

GROOM, PHYLLIS P. "Retraining the Unemployed, II—Federal and State Legislation on Retraining," *Monthly Labor Review,* Vol. 84, No. 9 (September, 1961), pp. 939-943.

A review of some aspects of recent federal and state legislation on the subject of "retraining."

GUIMOND, GERALD G. "The Older Worker Demonstration Project in Lansing," *Employment Security Review,* Vol. 30, No. 4 (April, 1963), pp. 13-15.

By means of initiating training programs the demonstration project in Lansing, Michigan assisted older workers in acquiring jobs, and their effective sales-training project is described in this article. One of the problems encountered in future projects was the difficulty of recruiting a sufficient number of interested, qualified, middle-aged and older workers for certain occupations.

HARDIN, EINAR; WILLIAM B. EDDY and STEVEN E. DEUTSCH. *Economic and Social Implications of Automation: An Annotated Bibliography,* Vol. 2, Literature, 1957-60. Labor and Industrial Relations Center, Michigan State University, East Lansing, Michigan, 1961. 78 pp.

This work includes 236 annotated items classified according to 10 primary headings, including: (1) employment, wages, profits, prices, output, and market structure; (2) job content and requirements, selection and training; (3) human relations, job satisfaction, and attitudes toward change; (4) union organization and collective bargaining; (5) planning and administration of change; (6) community, government, and international relations. This is listed also in the NCOA's bibliography on *Automation and the Older Worker.*

HEGLIN, HOWARD J. "Problem Solving Set in Different Age Groups," *Journal of Gerontology,* Vol. 2, No. 3 (July, 1956), pp. 310-317.

Two tests of problems solving set were used with 100 subjects in each of 3 age groups (median ages: 66.02, 31.75, and 16.05) in order to investigate the relationship between increasing chronological age and subsceptibility to set, ability to surmount set, and capacity for being trained to avoid set. Age differences were significant in both subsceptibility and surmounting—the older group showed generally more set on all measures and they improved least with training.

JAKUBAUSKAS, EDWARD B. "Retraining—Problem Created Through Equipment Replacement," *Personnel Journal,* Vol. 42, No. 10, pp. 512-518. Nov. 1963.

The displacement of older unskilled or semi-skilled workers is seen as a major problem in the 1960's. To amend this problem, more effective means of testing those older workers and training the retrainable is essential. Otherwise, much manpower potential will be wasted.

JEFFREY, RUBY P. "Reclamation of Junked Manpower," *Employment Security Review,* Vol. 24, No. 4-5 (April-May, 1957), pp. 21-23.

The author discusses a survey of the promotional efforts and the organizational steps taken by the Arizona State Employment Service for the purpose of helping older workers to find employment.

KAPLAN, JEROME and GORDON J. ALDRIDGE eds. *Social Welfare of the Aging.* New York: Columbia University Press, 1962. 372 pp.

A collection of papers from the Fifth International Congress of Gerontology is organized under the following headings: (1) institutional care and planning; (2) leisure-time activities; (3) community organization; (4) social aspects of medicine; (5) counseling, casework, and social services; (6) symposium: appraisal of the approaches to aging.

KEARNEY, NELLO E. "Job Development and Training," *Employment Security Review,* Vol. 29, No. 4 (February, 1962), pp. 8-10.

Three specialized projects in San Francisco that are designed to train older workers as retail merchandise wrappers, maintenance gardeners, and tourist guides are discussed. The author suggests that a successful retraining program should provide for: (1) validation and sustained promotion of demand for workers in the training occupations; (2) establishment of standards for both jobs and applicants and prior announcement of these standards; (3) screening of applicants on entering and completing the program; (4) placement of applicants by the local employment office.

KINVIG, MERLE. "Serving Older Workers Through Staff Clinics," *Employment Security Review,* Vol. 24, No. 4-5 (April-May, 1957), pp. 13-15.

The author describes the experience of the Minnesota Department of Employment Security in its use of staff clinics as a technique for helping older workers. Clinics were found to be effective both as a training technique for staff members and as an operating procedure which could be used economically for particularly complex problems.

KLEEMEIER, R. W. ed. *Aging and Leisure.* New York: Oxford University Press, Inc., 1961. 447 pp.

The author presents an analysis of meaningful activity as well as the use of time among the older persons.

KLEIN, EARL T. "The White House Conference on Aging: Some Implications for Adult Vocational Counseling," *Occupational Outlook Quarterly,* Vol. 5, No. 2 (May, 1961), pp. 23-27.

Implications of the Conference's recommendations are: (1) the public employment service should be expanded, especially the present Older Worker program; (2) a national system of forecasting job opportunities should be implemented; (3) personnel planning practices should be adopted in order to minimize worker displacement and speed reassignments following technological change; (4) public awareness of the problem should be stimulated.

KRUGER, DANIEL H. *An Approach to Training and Retraining of Older Workers,* School of Labor and Industrial Relations, Michigan State University, Lansing, Michigan, 1962. 9 pp.

Some of the obstacles to successful training programs for older workers are discussed, and one obstacle in particular—the need to know the local labor market—is emphasized. Consequently, a labor market study and sales training program conducted by the Lansing office of the Michigan Employment Security Commission is described. The author concludes that the key to developing successful training programs for older workers lies with the initiators or organizers of training programs.

KUH, CLIFFORD. "Employment of the Older Worker—A Challenge to Industry and Public Health," *American Journal of Public Health*, Vol. 42, No. 6 (June, 1952), pp. 699-704.

The author examines the job placement process with particular reference to the problems of the older worker. He then suggests that job placement be viewed as a process which continues throughout the worker's lifetime.

KUHLEN, RAYMOND G. "Education for the Aged and the Aging," *Charter for the Aging*, pp. 78-95. New York State Conference on Aging, Albany, 1955.

An article summarizes some of the major findings of research on aging. Such findings include: (1) changes in capacities must be taken into account in determining the method, content, facilities, and scheduling of adult educational programs; (2) many of the behavioral characteristics and problems of aging are attributable to biases toward aging existing in society; (3) the course of aging is characterized by highly significant changes in motivation and personality as well as in the nature of the frustrations and problems to be faced by different age groups; (4) educational programs must take into account the striking variations among individuals in patterns of aging. The author concludes with a series of recommendations on needed areas of development in the adult education field.

LAWTON, GEORGE. "Aging Mental Abilities and Their Preservation," *New Goals for Old Age*, pp. 11-13, ed. George Lawton. New York: Columbia University Press, 1943.

The author in reviewing age-related changes in mental abilities indicates that: the ability to learn new things is greatest in the late teens and early twenties and then starts slowly to decline; the ability to retain previously acquired knowledge shows a slower rate of decline than the capacity to acquire new information; judgement and reasoning ability reaches its peak latest of all and recedes slowly; creative imagination is apparently ageless.

LEEDS, MORTON. *The Aged, The Social Worker, and The Community*. Cleveland, Ohio: Howard Allen, Inc., 1961. 114 pp.

Aging and mental changes are reviewed in Ch. 2, Part I. Some of the important conclusions are: (1) sensory organs decrease in effectiveness with age; (2) increasing rigidity causes an unfamiliar or a new situation to constitute a handicap; (3) motor reactions slow down with age; (4) after 25, there is a slow decline of mental ability with age. Learning of raw material declines after 45, but people over 45 can frequently handle written material as well as younger people.

LEITCH, DANA T. "Changing Attitudes of Older Workers Through Group Counseling," *Employment Security Review*, Vol. 24, No. 4-5 (April-May, 1957), pp. 16-18.

Forty-eight older workers were participants in an experiment in group counseling. The counselor's purpose was to stimulate discussion rather than to guide or lecture. At the end of the seminar the questionnaires revealed that 26 of the 31 counselees who answered thought that they had benefited from the experience. Older people apparently accept the criticism and advice of fellow job seekers more gracefully and with more favorable results than they accept a counselor's.

LEVINE, LOUIS. "Implications of the Area Redevelopment Act for Employment Security," *Employment Security Review,* Vol. 28, No. 12 (December, 1961), pp. 3-5.

The role of the employment security system in the area redevelopment program is discussed with particular emphasis on the problems of training and retraining.

LORGE, IRVIN. "Capacities of Older Adults," *Education for Later Maturity,* Ch. 3, pp. 36-59, ed. Wilma Donahue. New York: Whiteside, Inc. and William Morrow & Co., Inc., 1955. 338 pp.

Research relating to the learning capacity and potentialities of adults is reviewed. When learning ability is measured without stringent time limits, the evidence is clear that ability does not change significantly from age 20 to 60 years. Attitudes, on the other hand, become more firmly fixed with age; the primary changes during maturity being in the rate or speed of performance and in the sensory activities. Longitudinal studies are a requisite.

MCFARLAND, ROSS A. and BRIAN M. O'DOHERTY. "Work and Occupational Skills," *Handbook of Aging and the Individual: Psychological and Biological Aspects,* Ch. 14, ed. James E. Birren. Chicago, Illinois: University of Chicago Press, 1959. 939 pp.

The authors analyze aspects of the efficiency of older people at work, age changes in physical and mental functions as they affect performance, the matching of older people with their jobs, the performance of older people in industry (especially in highway and air transportation), and the difficulties of retraining older people. Emphasis with regard to training methodology is placed on: (1) the need to present material in such a way that the older worker understands the essentials of the task (written instructions are, perhaps, superior to verbal instruction); (2) the need for a pace slow enough to enable full comprehension as learning progresses; (3) the desirability of learning by activity rather than by memorizing instructions and translating them into action; (4) the requirement that material be broken down into components that are clearly related to each other and to the over-all task.

MCMICHAEL, JAMES F. "Sales Training for Older Workers," *Aging,* U.S. Department of Health, Education, and Welfare, p. 3. Washington, D.C.: U.S. Government Printing Office, 1961.

The author describes a specialized retail sales training program for older workers given by the Lansing adult education center. Twenty-seven women and 7 men participated in 4 two-hour sessions. Sixteen obtained employment in the retail sales field and 6 obtained employment in other areas.

"MANPOWER DEVELOPMENT AND TRAINING ACT: THE 1963 AMENDMENTS," *School Life* (March-April, 1964), pp. 12-16.

Some of the amendments discussed would provide unemployed adults with up to 20 additional weeks of training for the purpose of acquiring skills in basic education. Several MDTA demonstration projects, notably one held at Virginia State College, have shown that the illiterate and semi-illiterate can be trained in programs which combine courses in basic education skills with courses in job training.

MINCER, JACOB. "On-The-Job Training: Costs, Returns, and Some Implications," *Journal of Political Economy,* Vol. 70, No. 5, Part 2, Supplement (October, 1962), pp. 50-73.

In the first 2 sections of this article, the author estimates the amount of resources invested in on-the-job training and the rates of return on such investments. The third section of the paper is an analysis of differential income and employment patterns of population groups which are classified by education, occupation, sex, and race.

THE NATIONAL COUNCIL ON THE AGING. "Technological Changes: Their Implications for the Aging." *Staff Report on Employment and Retirement* (Summer, 1964).

Technological trends necessitate stimulated programs in the training and placement of unemployed older workers. A series of projects, such as the South Bend project, demonstrate that workers over 50 can be satisfactorily placed in jobs.

THE NATIONAL COUNCIL ON THE AGING. "Training and Retraining of Older Workers," *Staff Report on Employment and Retirement,* Vol. 5, No. 1 (March, 1962), pp. 1-2.

The program administered by the Armour Automation Committee when Armour and Company's Oklahoma City plant closed is summarized. The article also notes similar undertakings by other companies as well as the retraining plans of the Commerce Department's Area Redevelopment Administration and the Labor Department's Office of Manpower and Training.

NATIONAL INDUSTRIAL CONFERENCE BOARD. "GE Wins Award for Retraining and Layoff Assistance Plan," *Management Record,* Vol. 23, Nos. 7-8 (July-August, 1961), pp. 38-39.

The outline of GE's income extension aid plan is designed to provide funds during layoff, to help laid-off employees learn new skills, and to help them take advantage of employment opportunities elsewhere.

ODELL, CHARLES E. "Counseling and Training," *Earning Opportunities for Older Workers,* Ch. 11, pp. 89-98, ed. Wilma Donahue. Ann Arbor, University of Michigan Press; 1955. 277 pp.

This article in discussing the value of counseling, guidance, and training of older workers underscores the necessity for better resources in the area. The particular needs of the older person—the need to be listened to, the opportunity to accept "slowing down" as natural, the opportunity to explain or even rationalize such "status" considerations such as salary level—can be partially reconciled by vocational guidance and related services. Preretirement counsel-

ing, used primarily as a device for conditioning the older worker to accept retirement, does not develop the older worker's capacities to continue as an active member of the labor force.

ODELL, CHARLES E. "The Development of Second Careers After Retirement," *Journal of the American Geriatrics Society,* Vol. 10, No. 2 (February, 1962), pp. 163-164.

The author suggests that continued paid employment after age 65 requires a full employment—high-growth economy within which labor and management voluntarily follow policies sympathetic to older people. Properly trained and motivated people could also be useful in the many areas of volunteer service.

ODELL, CHARLES E. "Employment Services for Older Workers," *Annals of The American Academy of Political and Social Science,* Vol. 279 (January, 1952), pp. 171-79.

The author describes the employment problems of older workers according to a five-state study which yielded significant data on 8,727 individuals. He concludes that the public employment service provides individualized service and employment counseling, and that increased efforts be made by community groups, management, and labor.

ODELL, CHARLES E. "Productivity of the Older Worker," *The Personnel and Guidance Journal,* Vol. 37 (December, 1958), pp. 288-291.

Studies of the older worker's productivity are discussed and methods of overcoming hiring discrimination are explored. The most effective approach to eliminating discrimination is in the use of individualized vocational counseling, job development, and placement services.

ORBACH, HAROLD L. and TIBBITTS, CLARK eds. *Aging and the Economy.* Ann Arbor, Michigan: University of Michigan Press, 1963.

Collection of papers prepared for the University of Michigan's 15th Annual Conference on Aging, held June 18-20, 1962.

ORGANIZATION FOR ECONOMIC CO-OPERATION AND DEVELOPMENT. *Age and Employment: Technical International Seminar at Stockholm* (April, 1962). General Report by Alastair Heron, Paris (December, 1962).

The few studies of training people over 40 show that older people are capable of learning but they usually require more time and greater motivation to learn than younger people. Older workers should be trained by new methods appropriate to their age; their problems might be avoided if younger workers did not have such specialized training.

ORGANIZATION FOR EUROPEAN ECONOMIC COOPERATION, EUROPEAN PRODUCTIVITY AGENCY. *Accelerated Vocational Training for Unskilled and Semi-skilled Manpower.* Paris: OEEC Publications, 1960. 492 pp.

Part One reports on the 1958 International Seminar of the European Productivity Agency. Part Two summarizes the program—its policy and position; determination of training needs; legislation; financial arrangements; administration; recruiting, selection, and admission of candidate trainees; grants, al-

lowances, and welfare arrangements of the trainees; training staff; training syllabuses; training systems in operation; equipment, materials, and tools; placing trainees in employment, and problems and difficulties. Part Three consists of detailed, individual country reports. There has been little difficulty in placing trainees; in fact, the programs have been only partially successful in supplying the full employment demand for workers. In the future, the program will be devoted largely to giving advanced training to workers who already have a trade.

"Packing up an Armour Packing Plant," *Business Week* (July, 1963), pp. 80, 82.

Different methods for relocating 1200 workers whose average age was 48 to 49 years are described. A "somewhat unexpected" 400 workers assembled at a meeting to discuss retraining possibilities. However, it was realized that retraining was superfluous where employers desired younger men.

PETERSON, ROBERT L. *The Effectiveness of Older Personnel in Retailing,* Vol. 50, No. 67. Urbana, Illinois: University of Illinois Bulletin, 1963. 15 pp.

From a survey of supervisors' evaluations of employees aged 60 or over, 527 employees in 22 retail stores were rated. The results indicated that: (1) the older worker was as good or better than the average younger worker with respect to over-all performance, absenteeism, compatibility, dependability, and work or sales volume; (2) there seemed to be no point of age where retailing employees become unproductive; (3) most older workers were considered by their supervisors to have several years of productive service remaining; (5) new employees of 60 or over who enter into retailing are capable of rendering 12 or more years of superior service.

POWELL, ROBERT E. "Are Objections to Hiring Older Workers Changing?" *Employment Security Review,* Vol. 29, No. 4 (February, 1962), pp. 15ff.

In Nebraska, four local area surveys of age discrimination in hiring are discussed.

"PROGRESS REPORT OF ARMOUR'S TRIPARTITE AUTOMATION COMMITTEE," *Monthly Labor Review,* Vol. 84, No. 8 (August, 1961), pp. 851-857.

This article is a report on some of the experiences of Armour's displaced workers. General conclusions: (1) public employment services require modification if they are to perform their placement and counseling functions satisfactorily; (2) unemployment compensation policies should take account of retraining needs; (3) public and private pension plan integration should be studied. A union statement on the impact of automation and government responsibility is also included in the article.

"RETRAINING THE UNEMPLOYED," *The American Federationist,* Vol. 69, No. 5 (May, 1962), pp. 16-20.

The programs under the Area Redevelopment Act and the Manpower Development and Training Act are described. Obstacles to the success of these programs are: (1) a lack of new job opportunities because of lagging economic growth and (2) the inadequacies of the machinery of the local public employment offices and the vocational education system.

"Retraining the Unemployed," *New England Business Review,* Part I—"The New England Experience" (August, 1962); Part II—"Interest in Training" (September, 1962).

A retraining program in New England and a research and training program on the unemployed of Massachusetts are the two topics considered in this article. Although retraining was found generally to be successful, it was less successful for older people. However, there were many individual cases of success throughout the program. In Massachusetts, although 46.7 per cent of the unemployed are 45 or over, only 10.1 per cent of those entering the trainee programs were in that age bracket. One reason for a limited number of older trainees was found in the response to a questionnaire sent to a sample of 1961 unemployed in Massachusetts. One-third of the respondents stated that they would not consider taking training because of their advanced age.

Seminar on Aging, Council on Social Work Education. *Toward Better Understanding of the Aging.* New York: Council on Social Work Education, 1959. 127 pp.

A collection of papers contains background information on the aging for use in social work education and practice. The physical, emotional, sociological, and economic conditions of older people are described.

Sheldon, Henry D. *The Older Population of the United States.* New York: John Wiley & Sons, Inc., 1958. 223 pp.

Census data on age are related to geographic distribution, employment, occupation, marital status, the family cycle, living arrangements, housing, and income of the older population in 1950.

Shock, Nathan W. ed. *Biological Aspects of Aging.* New York: Columbia University Press, 1962. 391 pp.

A collection of papers from the Fifth Congress of the International Association of Gerontology is organized under the topic headings: (1) genetics and comparative physiology of aging; (2) body composition and age; (3) neurophysiology and sleep; (4) age changes in tissue and cellular structure; (5) cellular growth, cancer, and aging; (6) the effects of environmental factors in age; (7) age changes in cellular physiology and biochemistry; (8) aging of connective tissue.

Shock, Nathan W. *Trends in Gerontology* (2nd ed.). Stanford, California: Stanford University Press, 1957. 214 pp.

The author surveys activities in the field of aging and assesses post-1950 trends in: population, employment, and retirement; income maintenance; health maintenance; living arrangements; education; community programs and social work; research. Moreover, he describes laboratories with organized programs in aging and offers suggestions for setting up an institute of gerontology.

Shultze, George P. and Arnold R. Weber. "The Fort Worth Project of The Armour Automation Committee," *Monthly Labor Review,* Vol. 87, No. 1 (January, 1963), pp. 53-57.
[An earlier report about this project appears under *Monthly Labor Review.*]

In analyzing the placement and retraining programs of The Armour and Co. after a shutdown of this company's main meat packing plant in Fort Worth, Texas, it was found that relative unemployment tends to increase with the age of the group for both trainees and non-trainees. However, this increase is not as rapid for the former as it is for the latter.

SPEAKMAN, D. "The Effect of Age on the Incidental Relearning of Stamp Values; the Use of Deduction in A Subsidiary Test," *Journal of Gerontology*, Vol. 9, No. 2 (April, 1954), pp. 162-167.

In an investigation of the relationship between age and rigidity of habits, 67 people aged 20 to 87 were subjects. Although the recall of old values decreased steadily with age, there was no significant age-related change on the recall of new values. A representation of the material allowing the making of deductions showed more improvement in the score of the younger subjects.

STEINER, PETER O. and ROBERT DORFMAN. *The Economic Status of the Aged.* Berkeley and Los Angeles, California: University of California Press, 1957. 296 pp.

The authors investigate the labor force and income status of persons age 65 or older. Included are chapters on: population projections, background characteristics of the aged, labor force status of older men, labor force status of older women, receipts of the aged, sources of these receipts, and size and adequacy of assets of the aged. Data are taken from special follow-up interviews in April, 1952 with 60 per cent of those households in the current Population Sample of the Census Bureau that contained members at least 65 years old.

THUNE, JEANNE, SEBASTIAN TINE and F. ESTELLE BOOTH. "Retraining Older Adults for Employment in Community Services," *The Gerontologist*, Vol. 4, No. 1 (March, 1963), pp. 5-9.

An interim report pertained to a three-year project that was designed to develop older people to work as paid or volunteer workers in community services. The first of five, planned, training sessions in which the trainees were all at least 60 years of age with a high-school diploma is discussed in the interim report. Among the findings of the study was that although education and history of community service may have some correlation with performance in the field, age *per se* does not seem to relate to such performance.

TIBBITTS, CLARK and WILMA DONAHUE (directors). *Aging in the Modern World: A Handbook for Group Members, and Aging in the Modern World: Guidebook for Leaders.* Ann Arbor, Michigan: University of Michigan Division of Gerontology, 1957.

A handbook and leaders' guidebook for a group discussion series are aimed at helping older adults to understand the nature and significance of aging, to recognize the value of assessing basic individual characteristics, and to identify experiences which tend toward useful development in later years.

TIBBITTS, CLARK and WILMA DONAHUE, eds. *Aging in Today's Society.* Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1960. 418 pp.

This collection of essays and selected readings is related to the social aspects of aging in the middle years, the opportunities for individual maturing, and some aspects of retirement.

TUCKER, NORA R. "The Challange," *Employment Security Review,* Vol. 29, No. 12 (December, 1962), pp. 1-5.

Older workers have difficulty in finding employers to sponsor retraining because they have a shorter work expectancy than younger workers and they believe that the training period would have to be longer due to an assumed reduction in learning speed and capacity.

THE URBAN LEAGUE. *Automation and the Retraining of Negro Workers:* Task Force Document. The Urban League National Conference, Grand Rapids, Michigan, 1962. 52 pp.

This paper deals with the status of the Negro in the labor force with special reference to the effects of automation. The extent of the problem is discussed nationally and by census regions and local communities. The common theme of the recommendations made is the need for more concerted, vigorous action than has been given to the problem.

"VOCATIONAL TRAINING FOR OLDER WORKERS," *The Labour Gazette,* Vol. 62, No. 9 (September, 1962), p. 1024.

This article describes the Older Worker Training Program of the Arkansas Department of Labor, its beginning in 1957, and how the program has resulted in suitable employment for 90 per cent of the older workers (aged 45 and over) who were trained.

WEBBER, IRVING L. ed. *Aging and Retirement.* Gainesville, Florida: University of Florida Press, 1955. 142 pp.

A collection of articles were presented at the Fifth Annual Southern Conference on Gerontology. Research in the biological sciences; research in psychology and the social sciences; clinical medicine; and action programs for the aged are the major topics treated.

WEINBERG, EDGAR. "Older Workers' Performance in Industrial Retraining Programs," *Monthly Labor Review,* Vol. 86, No. 8 (August, 1963), pp. 935-939.

The performances of older and younger employees were compared on the basis of various retraining programs. Although the younger group generally performed better than did the older group, this study reaffirmed the importance of appraising the individual's adaptability and capacity rather than choosing trainees strictly on the basis of age. Arbitrary age barriers in training programs would exclude some older workers capable of high-level performance in training. However, the few cases where training continued over a long period of time, older workers more often performed as well or better than younger workers.

WILLIAMS, LAWRENCE. "Training Older Workers in New Skills, Some Guides for the Supervisor," *Supervisory Management,* Vol. 8 (March, 1963).

Problems that may be encountered by trainers of older workers are presented. Such problems include the loss of status for the older worker and the necessity of his unlearning old habits.

WILLIS, EARL S. "General Electric's Plan for Financing Retraining," *Management Record,* Vol. 24, No. 4 (April, 1962), pp. 21-25.

General Electric's program of retraining, reassignment, and income maintenance is described. From the experience with this program certain conclusions are evident. Some of these conclusions include: (1) jobs must exist for retraining to be successful; (2) retraining arrangements must be adapted to local conditions; (3) government should improve facilities for obtaining and disseminating data on skill needs in every locality; (4) employment barriers to older people are caused largely by their lack of a positive and flexible outlook toward change; (5) too much security reduces the responsiveness, mobility, and adaptability of the labor force.

WILSON, PAUL A. *A Vocational Counseling Program for Older Workers,* Case Study No. 7, U.S. Department of Health, Education, and Welfare; Special Staff on Aging. Washington, D.C.: Government Printing Office, 1961. 22 pp.

Here is account of the nature, development, history, and impact of an older workers' counseling program in Cleveland. Two appendices contain suggestions on how to look for a job.

WOLCOTT, HOWARD. "A Vocational Development Program for Welfare Recipients," *The Personnel and Guidance Journal,* Vol. 40, No. 6 (February, 1962), pp. 565-566.

In the vocational development program of San Mateo County, California, each client is referred to a unit which consists of a supervisor of social workers, a vocational consultant, a training officer, an occupational therapist, and an employment officer. In the program formal schooling, intra-department classes, and on-the-job training are made available.

WOLFBEIN, SEYMOUR L. "Measures to Improve Employability and Increase Work Opportunities," *Aging and the Economy,* eds. Harold L. Orbach and Clark Tibbitts. Ann Arbor, Michigan: University of Michigan Press, 1963.

Five propositions pertaining to the training and retraining of the older person are presented by the Deputy Assistant Secretary of Labor. These propositions are: (1) everyone can be trained; (2) everyone needs to be trained; (3) every place needs a training program; (4) a better curriculum should be set up for the training of older workers and more emphasis should be placed on relating this curriculum to the actual working world situation; (5) a higher quality of trainer must be secured.

WOLFE, JANET O. and SARAH D. KRETCHMER. "Job Development Program for Older Workers," *Employment Security Review,* Vol. 24, No. 4-5 (April-May, 1957), pp. 18-20.

The program of the Commercial and Sales Office of the State Employment Service in New York City during Senior Citizen Month includes window displays, field visiting, telephone solicitation, order taking, and mail promotion.

Government

CANADA, DEPARTMENT OF LABOUR. "Extend Older Worker Incentive Program," *The Labour Gazette,* Vol. 64, No. 1, p. 33. Ottawa, Canada, 1964.

In a temporary Canadian program the Department of Labour paid up to $75 a month to each employer who hired an eligible older worker for a new position in his company. The duration of the payments was 12 months. The eligibility for hiring included workers who were 45 and over and who were unemployed for 6 of the last 9 months. The payments provided in this program were an incentive for the employer to stimulate the older worker to full productivity.

CANADA, DEPARTMENT OF LABOUR. "Performance of Older Workers in Industrial Retraining Programs," *The Labour Gazette,* Vol. 63, No. 10, p. 893. Ottawa, Canada, 1963.

In summarizing the U. S. Department of Labor Bulletin No. 1368, the need for further research into the potentialities as well as the problems of retraining older, employed workers is emphasized. Moreover, additional information about special training methods and techniques is requisite for obtaining the best results from these older trainees.

CANADA, DEPARTMENT OF LABOUR. "Results to Expiry Date of Older Worker Employment and Training Program," *The Labour Gazette,* Vol. 64, No. 5. Ottawa, Canada, 1964.

Although in many cases the training program was successful, certain positions could not be filled because of strict specifications of the employer, low wages, inadequate transportation facilities, and a reluctance of skilled workers to consider other employment.

CANADA, DEPARTMENT OF LABOUR. "U. S. National Council on the Aging," *The Labour Gazette,* Vol. 63, No. 2, p. 138. Ottawa, Canada, 1963.

In the report on the 12th Annual Meeting of NCOA, education and retraining were stressed as the key factors in solving many problems of the older workers.

CANADA, DEPARTMENT OF LABOUR. "U. S. National Council on the Aging," *The Labour Gazette,* Vol. 64, No. 4, p. 278. Ottawa, Canada, 1964.

The 13th Annual Meeting of the NCOA was held in Chicago. In the report concerning this meeting Leon Greenberg, Assistant Commissioner of the Bureau of Labor Statistics, emphasized that age by itself was not a useful criterion for determining a worker's suitability for training. Dr. Juanita M. Kreps, Associate Professor of Economics at Duke University, suggested that a willingness

to buy education and training on a broad scale would provide a stimulus to demand that would boost the economy.

CANADA, DEPARTMENT OF LABOUR, WOMEN'S BUREAU. *Job Training for the Mature Woman Entering or Re-entering the Labour Force.* Ottawa, Canada.

Methods by which older women are enabled to find suitable positions are presented. Also, there are descriptions of 18 such positions and their attendant duties. The remainder of the presentation revolves around training programs in Canada and places in Canada from which further information can be obtained.

U.S. CONGRESS, SENATE. COMMITTEE ON LABOR AND PUBLIC WELFARE. *Guide to Significant Publications,* Studies of the Aged and Aging, Selected Documents, Vol. 7. Washington, D.C.: Government Printing Office, 1956. 242 pp.

This is a selected, annotated bibliography of over 400 entries classified according to: (1) health and health services; (2) income and pensions; (3) employment and self-employment; (4) retirement; (5) public and private agencies.

U.S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS. *Implications of Automation and Other Technological Developments: A Selected Annotated Bibliography,* Bulletin No. 1319. Washington, D.C.: Government Printing Office, 1962. 136 pp.

A bibliography of over 500 references covering publications primarily issued since 1956 (supplementing Bulletin 1198, published in 1959). The first section is a general survey of the implications of automation; the second is devoted to technological changes in some 21 leading industrial sectors. Subject areas also covered include: employment and unemployment, occupational and skill requirements, training and retraining, collective bargaining, business management and organization, and the progress of automation in other countries. Listed also in the NCOA's bibliography on *Automation and the Older Worker.*

U.S. CONGRESS, SENATE. COMMITTEE ON LABOR AND PUBLIC WELFARE. *Manpower Development and Training Act of 1961,* Senate Report No. 651, 87th Cong., 1st sess. Washington, D.C.: Government Printing Office, 1961. 21 pp.

A committee report on the training act; the report outlines the nature of the problem and the major provisions of the bill.

U.S. CONGRESS, SENATE. COMMITTEE ON LABOR AND PUBLIC WELFARE. *Training of the Unemployed,* Hearings before the Subcommittee on Employment and Manpower, 87th Cong. 1st sess. Washington, D.C.: Government Printing Office, 1961. 405 pp.

The Vocational Training Act of 1961 and the Manpower Development and Training Act of 1961 are the subjects of these hearings. Included in the hearings are statements and exhibits by spokesmen from industry, labor, state employment services, government, and technical and commercial training schools.

U.S. CONGRESS, SENATE. COMMITTEE ON LABOR AND PUBLIC WELFARE. *Training of the Unemployed,* Hearings before the Subcommittee on Employment and Manpower, 87th Cong., 1st sess., pp. A15-A17. Washington, D.C.: Government Printing Office, 1961.

James W. Altman in "The Need For Vocational Training Research" suggests that knowledge gained in the development of procedures for forecasting system personnel requirements may be modified and applied to the area of vocational training and retraining.

U.S. Congress, Senate. Committee on Labor and Public Welfare. *Training of the Unemployed,* Hearings before the Subcommittee on Employment and Manpower, 87th Cong., 1st sess., pp. A21-A26. Washington, D.C.: Government Printing Office, 1961.

William Glazier in "Automation and the Longshoremen—A West Coast Solution" (reprinted from the *Atlantic Monthly*) discusses the automation fund of the West Coast shipping industry. Negotiations leading to the fund and the peculiar characteristics of the waterfront labor practices are described. The author compares this program with the United Mine Workers' approach to automation.

U.S. Congress, Senate. Committee on Labor and Public Welfare. *Training of the Unemployed,* Hearings before the Subcommittee on Employment and Manpower, 87th Cong., 1st sess., pp. A39-A45. Washington, D.C.: Government Printing Office, 1961.

"Collective Bargaining Approaches to Job Security" by R. W. Fleming (given at the Seventh Annual Industrial Relations Conference, University of Michigan, March 29, 1961) is a discussion of some of the limitations of collective bargaining in so far as providing job security. He considers training and retraining, interplant transfers, and advance notice of plant changes as important aids to the worker's security whereas severance pay and spreading the work are of limited value.

U.S. Congress, Senate. "Increasing Employment Opportunities for the Elderly," Hearings before the Subcommittee on Employment and Retirement Incomes of the Special Committee on Aging, 88th Cong., 2d sess., p. 110. San Francisco, California, 1964.

Robert Peterson, in the article, describes how the results of a 20-hour training program in garden maintenance are effective in securing part-time jobs for older men.

U.S. Department of Health, Education, and Welfare, Office of Education. *Report of the Secretary of Health, Education, and Welfare to the Congress on Training Activities Under the Manpower Development and Training Act,* OE-80027. Washington, D.C.: Government Printing Office, 1963. 63 pp.

One of the fiindings indicated that although 30 per cent of the unemployed labor force are 45 and over, only 10 per cent of MDTA trainees are in this category.

U.S. Department of Health, Education, and Welfare, Office of Education. *Report of the Secretary of Health, Education, and Welfare to the Congress on Training Activities Under the Manpower Development and Training Act,* Circular No. 706, OE-80027. Washington, D.C.: Government Printing Office, 1963. 63pp.

The section (p. 50) on the future of the MDTA states that age levels may rise and include a more representative proportion of the 45-plus age group.

U.S. Department of Labor, Bureau of Employment Security. "Implementing Area Redevelopment," *Employment Security Review,* Vol. 29, No. 4 (April, 1962), pp. 49-53.

This article discusses the implementation of the Area Redevelopment Act and places particular emphasis on the procedures followed in the training programs.

U.S. Department of Labor, Bureau of Labor Statistics. "Eight Months Training Experience Under the Area Redevelopment Act," *Monthly Labor Review,* Vol. 85, No. 12 (December, 1962), pp. 1375-1378.

The results of this early retraining experience show that out of 6,492 persons who entered into training, 36 per cent completed their courses, 14 per cent dropped out, and 50 per cent still remained in training. Sixty per cent of the graduates obtained jobs. Some of the significant characteristics of the trainees are: (1) 64 per cent were male; (2) 43 per cent had been unemployed for more than 26 weeks; (3) about ⅓ were age 35 and over.

U.S. Department of Labor, Office of Manpower, Automation and Training. *An Explanation of the Manpower Development and Training Act.* Washington, D.C.: Government Printing Office, 1962. 15 pp.

This pamphlet outlines the provisions of the Manpower Development and Training Act of 1962.

U.S. Department of Labor, Office of Manpower, Automation and Training. *Bridge to Empolyment Demonstration Manpower Programs.* Washington, D.C.: Government Printing Office. 1963. 20 pp.

The Demonstration Manpower Program is discussed and also differentiated from traditional job training. Specific projects, including programs for older workers under the sponsorship of the National Council On the Aging are briefly described. These older workers' projects involve counseling, testing, and intensive training designed for individual needs and supported by necessary social services.

U.S. Department of Labor, Office of Manpower, Automation and Training. *The Manpower Development and Training Act of 1962.* Washington, D.C.: Government Printing Office, 1962. 8 pp.

Background information leading up to passage of the Act is provided, as well as a summary of the major provisions—particularly those pertaining to the training plan, selection, allowances, and procedures.

U.S. Department of Labor, Office of Manpower, Automation and Training. *Report of the Secretary of Labor on Manpower Research and Training Under the Manpower Development and Training Act.* Washington, D.C.: Government Printing Office, 1964. 193 pp.

Under the Manpower and Development Training Act a smaller percentage of workers 45 and over, rather than under 45, have been trained. No direct relationship between age and learning ability was indicated.

U.S. Department of Labor, Office of Manpower, Automation and Training. Manpower Evaluation Report No. 1, 1963. *Training Disadvantaged Groups Under the Manpower Development and Training Act,* pp. 11-14. Washington, D.C.: Government Printing Office. 1964. 24 pp.

Among the problems of older, unemployed persons is the problem of discrimination because of age and lack of education. Although MDTA training programs could aid such workers, only 13 per cent of the 1963 long-term unemployed MDTA trainees were 45 and over whereas almost 40 per cent of the long-term unemployed in 1962 were in that category.

U.S. Department of Labor, Office of Manpower, Automation and Training. *Training for Jobs in Redevelopment Areas.* Washington, D.C.: Government Printing Office, 1962. 36 pp.

In summarizing the activities under the ARA for the fiscal year ending June 30, 1962, this survey discusses the selection of training projects; the status and characteristics of trainees; some specific projects; and the use of labor market information in the program.

U.S. Department of Labor, Women's Bureau. *Training Mature Women for Employment,* Bulletin No. 256. Washington, D.C.: Government Printing Office, 1955. 46 pp.

Twenty-three training projects established by community organizations to meet the training needs of older women are described. Some of the occupations were industrial and commercial sewing, institutional housekeeping, housework and related service jobs, food-service, cosmetology and retail sales, nursing, and production work in electronics. The results of the projects indicated that mature women who had never worked or who had not worked for many years became productive and satisfactory employees, with the help of counseling, training, and placement services.

U.S. Department of Labor, Women's Bureau. *Training Opportunities for Women and Girls,* Bulletin No. 274. Washington, D.C.: Government Printing Office, 1960. 64 pp.

The importance of job training now and in the future is emphasized, and the major types of training facilities and opportunities available in specific fields are outlined.

U.S. Department of Labor, Women's Bureau. *What a Community Can Do to Train Mature Women for Jobs,* Leaflet 22. Washington, D.C.: Government Printing Office, 1955.

An outline of the initial steps necessary to the development of a community program for training mature women is presented.